



## MORTON COLLEGE

### Minutes for the Regular Board Meeting

Wednesday, October 27, 2021

Approved

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#### **1. Call to Order**

The regular Board meeting was called to order by Board Chair Frances Reitz at 11:02 a.m. on Wednesday, October 27, 2021, at the JPAC Theater.

#### **2. Pledge of Allegiance**

Attendees recited the Pledge of Allegiance.

#### **3. Roll Call**

##### **Present:**

Frances F. Reitz, Trustee  
Anthony Martinucci, Trustee  
Jose Collazo, Trustee  
Susan Banks, Trustee  
Susan Grazzini, Trustee  
Charles Hernandez, Trustee  
Oscar Montiel, Trustee

##### **Absent:**

None

##### **Also Present:**

Dr. Stan Fields, President  
Torrence Casey, Attorney, Del Galdo Law Group, LLC

#### **4. Citizen Comments**

None

#### **5. Recognition**

5.1. Brian Gilligan, Navy Reserve Retirement, Instructor and Chairperson, Department of Business Technologies.

Keith McLaughlin, Provost congratulated Brian Gilligan on his Navy Reserved Retirement and proceeded to mention Brian's accomplishment while serving on the Navy Reserve. Brian Gilligan started his career by enlisting in the Navy's Advanced Paygrade Program in 1991. He is affiliated with the Navy Reserve as an Intelligence Specialist, 3rd Class. He was commissioned as an Officer in 1993.

Over the next several years, Brian served in a variety of roles with increasing leadership responsibilities at various Navy Reserve Intelligence Program Units, including Analyst, Quality Control Officer, Team Leader, Production Officer, Training Officer, and Division Chief. Brian was mobilized to JAC Molesworth, UK from 2002-2003. He also deployed to Kabul, Afghanistan in 2013. At that deployment, he served as Chief, External Relations, for the Information Engagements Division, International Joint Command, and International Security Assistance Force.

Brian was promoted to Commander in 2010 and Captain in 2019. Over the past 10 years, until his retirement on May 31st of this year, Brian held various high-level assignments, including Commanding Officer, Executive Officer, and Operations Officer. He was the recipient of various awards, including the Meritorious Service Medal, Defense Meritorious Service Medal, Afghan Service Medal, and NATO Medal.

## 5.2. Katherine Skurski, Nursing Practice Doctoral Degree

Keith McLaughlin congratulated Katherine Skurki, for obtaining her Doctoral Degree on Nursing Practice.

## **6. Reports**

### 6.1. ICCTA – ACCT

None

## **7. President's Report**

### **7.1. Strategic Plan**

Keith McLaughlin provided a copy of the draft of an updated 2022-2024 Strategic Plan that will launch in 2022 and guide the institution over the next two years, leading into the 100<sup>th</sup> year anniversary of Morton College in 2024. He asked the Board members to review it over the following weeks and provide any feedback or input. A final version of the plan will be presented for Board approval at the November Board meeting. Keith stated that Follet will provide a virtual bookstore service that would replace the physical bookstore on campus. He stated that as we are returning to more a normal operation, we are moving forward with plans to develop a culinary arts and hospitality program. The existing bookstore space, adjacent to the kitchen and prep area, along with the lecture all space will serve the needs of a high-quality program.

With Follet transitioning to a virtual bookstore, Trustee Hernandez asked if the college would accommodate student aides that worked in the bookstore. Mireya stated that Follet did not employ student aides. All of their employees are employed directly by Follet. Hernandez commented that

two female employees expressed their unemployment concerns to him. Mireya shared that former Follet employees are welcomed to visit the website and apply for a job at Morton College. If they are students, they can also apply for a student aide position.

#### 7.1.1. Athletic Success Progress Report

Jason Nichols provided an overview of the athletics success progress report.

#### 7.1.2. Student Success Progress Report

Michael Brown provided an overview of the athletics success progress report.

### **7.2. Strategic Enrollment Plan**

Marisol Velazquez reported on the American Rescue Plan and The Higher Education Emergency Relief Fund. Morton College received \$5,223,501.63 from Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRRSAA) and the Coronavirus Aid, Recovery, and Economic Security (CARES) Act. She stated that the funds are intended to assist students with expenses for any components of the student's cost of attendance or for the emergency cost that arises due to coronavirus, such as tuition, food, housing, health care, including mental health care or childcare. Awards will be made available to all students enrolled and attending credit courses. The amount of the award will be determined by the number of enrolled students, student's enrollment status, amount of funds remaining after each term, and number of students who have exceptional needs.

### **7.3. Institutional Advancement**

Blanca Jara reported on the Latino Thought Makers Event. She thank the LTM Committee for all their work on making these events a success. Blanca also promoted and invited the Board members to the next event on November 12 at 6 p.m. at the JPAC Theater.

### **7.4. Capital Improvements**

Joseph Florio reported his department is currently working on getting two AC units to replace the old equipment. The new units will be purchased with CAREES Act monies. On November 18, he was present at the bid opening for the One-Stop Student Service Center. He stated that 18 bidders were present.

### **7.5. Higher Learning Commission (HLC)**

Keith McLaughlin, indicated that as it pertains to HLC, the preliminary indication from the Focused Visit Team that was here in September 2021 is that a recommendation will be made to the HLC Board when they meet in February 2022 is to lift the sanction of "on-notice" that was placed on the institution. If the HLC board accepts this recommendation and takes these actions that will be a

positive development for the institution. Much more comprehensive and robust onboarding orientation to have Board members comply with state-mandated training, ongoing professional development for all board members, utilizing both online and in-person resources offered through AGB, ICCTA, and ACCT, and to build upon the productive work of the AGB consultant, Rick Legon, to keep the goal of continuous improvement.

## **7.6. Finance Review**

Mireya Perez, Chief Financial Officer/Treasurer, provided an overview of September 2021 finances, including the Operating Fund, Revenues and Expenditures, and Education Fund Expenditures. A PowerPoint presentation with the reports' totals was projected for the community present during the meeting and included on the board packet.

## **8. Consent Agenda**

Trustee Hernandez move to remove Agenda item 8.23. as listed below before establishing the Consent Agenda.

Trustee Grazzini seconded the motion

Ayes: Trustees, Reitz, Martinucci, Collazo, Banks, Grazzini, Hernandez, Montiel

Nays: None      Absent: None

Trustee Hernandez asked the reason for the policy recommended on the agenda item 8.23.

He stated that this recommendation was not fair to police individuals older than 65 years old. He requested that the Board have more discussion about this policy recommendation.

Trustee Hernandez moved to make a motion to table the item and take it to the November Board meeting for further discussion.

President Fields asked Hernandez and Chair Reitz what their expectation was for the time being. Trustee Hernandez stated that the trustees should meet out of session at an off campus location to discuss the recommended policy. President Fields stated that such a meeting would be a violation of the Open Meetings Act.

President Fields made additional remarks to Chair Reitz and Mr. Hernandez, referring to Trustee Hernandez as "Mr. Hernandez." Mr. Hernandez interrupted President Fields and requested that President Fields refer to him as "Trustee Hernandez." Trustee Hernandez stated that a meeting will happen to discuss the policy.

Campus Police Chief Vincent Acevez addressed the Trustees. Vincent responded to Trustee Hernandez's questions regarding the police retirement age recommended on the policy on agenda item 8.23.

Trustee Hernandez made a motion to table Agenda item 8.23. as listed below.

Trustee Banks seconded the motion

Ayes: Trustees, Reitz, Martinucci, Collazo, Banks, Grazzini, Hernandez, Montiel

Nays: None      Absent: None

Trustee Martinucci made a motion to establish the Consent Agenda, which includes Agenda items 8.1 to 8.34.1, as listed below.

Trustee Collazo seconded the motion

Ayes: Trustees, Reitz, Martinucci, Collazo, Banks, Grazzini, Hernandez, Montiel

Nays: None      Absent: None

Trustee Martinucci made a motion to approve the amended Consent Agenda, which includes Agenda items 8.1 to 8.34.1, as listed below.

Trustee Collazo seconded the motion

Ayes: Trustees, Reitz, Martinucci, Collazo, Banks, Grazzini, Hernandez, Montiel

Nays: None      Absent: None

- 8.1. Approval of the Minutes of the Regular Board meeting held on September 22, 2021.
- 8.2. Approval and ratification of accounts payable and payroll for the month of September 2021, in the amount of \$3,281,465.00, and budget transfers in the amount of \$787,127.00.
- 8.3. Approval of the monthly budget report for fiscal year to date ending September 2021.
- 8.4. Approval of the Treasurer's Report for September 2021.
- 8.5. Approval of the Observance of Juneteenth National Freedom Day as a paid day holiday effective calendar year 2022.
- 8.6. Approval of the Follet Virtual Bookstore Operating Agreement, effective October 1, 2021.
- 8.7. Approval of the continued membership with the League of Innovation from 07/01/2021 to 6/30/2022.
- 8.8. Approval of the out-of-state athletic travel for the women's basketball team to Michigan, from November 26-28, 2021, with the approximate cost of \$3,380.00.
- 8.9. Approval of the out-of-state athletic travel for the men's wrestling team to Michigan, from November 5-7, 2021, with the approximate cost of \$1,740.00.
- 8.10. Approval of the out-of-state athletic travel for the men's wrestling team to St. Charles, Missouri, from November 19-20, 2021, with the approximate cost of \$1,000.00.
- 8.11. Approval of a resolution authorizing and approving the deferral of compensation with Morton College.
- 8.12. Approval of the calendars for academic years 2022-2023 and 2023-2024 with accompanying summer sessions.
- 8.13. Approval to submit the fy23 Resource Allocation Management Program (RAMP) to the Illinois Community College Board.
- 8.14. Approval of the contract with Lake County Press as the lowest responsible bidder for provision of custom stationery and printing for fy21-24.
- 8.15. Approval of the lowest responsible bidder for the Student Service Renovation Project, to Ashlaur Construction Joint Venture, in the amount of \$2,754,000.00.
- 8.16. Approval of the disposition of two obsolete vehicles due to excessive repairs needed.

8.17. Approval of the change order No. 004 from Lo Destro Construction Company for a credit of \$1,348.18 from the Building E Renovations, Phase 2 Project.

8.18. Approval of the affiliation agreement with Aperion Care, Inc., for clinical rotation for Nursing students.

8.19. Approval of the change order No.004 Building E AIA from Lo Destro Construction Company, for hydrotherapy knee wall, in the amount of \$5,569.00.

8.20. Approval of the changes in Curriculum.

8.21. Approval of the Differential Pay Report for Faculty in the amount of \$16,418.82, pending additional class cancelations and/or additions.

8.22. Approval of the purchase of 200 laptops from CDW-G to be used for the 1:1 Program, in the amount of \$138,488.00, funded by REMOTE Grant.

8.23. Approval of the second and final reading of the new Board Policy 8.29; Mandatory Retirement Age for the Police Officer, as presented at September 22, 2021, Regular Board Meeting.

8.24. Approval of the revised Board Policy 1.1.1; Duties of the Board of Trustees, as presented at the September 22, 2021, Regular Board Meeting.

8.25. Approval of the purchase of Barracuda Total Email Security from CDW-G for fy22-24, in the amount of \$144,902.80, partially funded by HEERF grant.

8.26. Approval and ratification of the fy22 Student Government Association Budget, in the amount of \$58,250.00.

8.27. Approval of the following Facility Use Permits

8.27.1. YMCA Metro Chicago TDL Sector Center, JPAC Theater, November 15, 2021, from 8 AM to 3 PM.

8.28. Approval of New Job Descriptions

8.28.1. Mentorship Program Coordinator

8.28.2. Retention and Transition Specialist

8.28.3. Coordinator of Simulation and Lab Learning for Health Careers

8.28.4. COVID-19 Tester (Temporary, Part-Time)

8.29. Approval of Updated Job Descriptions

8.29.1. Campus Police (Lieutenant)

8.29.2. Nursing Educational /Retention Specialist

8.29.3. Lab Assistant/Tutor Nursing Program

8.29.4. Service Aide Panther Pantry

8.30. Approval of Full-Time Employment

8.30.1. Evelyn Jaquez, Student Success Coach, effective November 1, 2021.

8.30.2. Carolyn Markel, Director of ACTE Grants and Compliance, \$72,000.00, effective October 18, 2021.

8.30.3. Isabel Cervantes, Executive Assistant Dean's Office, \$50,000.00, effective November 1, 2021.

8.30.4. Beth Gilmartin, Faculty Instructor, Physical Therapist Assistant Department, effective January 3, 2022.

8.30.5. Rhonda D. Robison, Associate Director of Human Resources, Training and Development, \$80,000.00, effective November 22, 2021.

#### 8.31. Approval of Part-Time Employment

8.31.1. Michelle Herrera, Adjunct Faculty, Social and Behavioral Sciences, effective September 20, 2021.

8.31.2. Thomas Herena, Writing Tutor, \$21.00 per hr, effective November 1, 2021.

8.31.3. Salvador Martinez Jr., Writing Tutor, \$21.00 per hr, effective November 1, 2021.

8.31.4. Brandie Windham, Adjunct Faculty, Social and Behavioral Sciences, effective January 18, 2022.

8.31.5. Christian Ketter, Adjunct Instructor, Paralegal, effective January 18, 2021.

8.31.6. Jennifer Ramirez, Adjunct Instructor, Early Childhood Education, effective January 18, 2021.

8.31.7. Luke Dussman, Adjunct Instructor, Paralegal, effective January 18, 2021.

8.31.8. Ashley Stead, Adjunct Faculty Cannabis Dispensary Technician, effective January 18, 2021.

8.31.9. Jessica Gonzales, Student Aide, \$11.00 per hr, effective November 1, 2021.

8.31.10. Julie Steinhaus, Adjunct Faculty, English, effective October 25, 2021.

8.31.11. Pamela Valtierra, Student Aide, \$11.00 per hr, effective November 1, 2021.

8.31.12. Pedro Martinez, Student Aide, \$11.00 per hr, effective November 1, 2021.

8.31.13. Lesly Santoyo Leon, Student Aide, \$11.00 per hr, effective November 1, 2021.

8.31.14. Jaquelin Leon, Student Aide, \$11.00 per hr, effective November 1, 2021.

8.31.15. Alexis Smith, Student Aide, \$11.00 per hr, effective November 1, 2021.

8.31.16. Diego Da Rin, Student Aide, \$11.00 per hr, effective November 1, 2021.

8.31.17. Gabriela Pesantez, Student Aide, \$11.00 per hr, effective November 1, 2021.

8.31.18. Luz Armenta, Student Aide, \$11.00 per hr, effective November 1, 2021.

8.31.19. Eden Edebali, Student Aide, \$11.00 per hr, effective November 1, 2021.

8.31.20. Carla Hernandez, Student Aide, \$11.00 per hr, effective November 1, 2021.

#### 8.32. Approval of Resignations

8.32.1. Angel Sarabia, Part-Time Campus Police Officer, effective September 20, 2021.

8.32.2. Michael Iniquez, Custodian, effective September 29, 2021.

8.32.3. Joseph Digregorio, Student Success Coach, effective October 1, 2021.

8.32.4. Yasna Soto, Switchboard Operator, effective October 8, 2021.

8.32.5. Jeffery Johnson, Part-Time Police Campus Police Officer, effective October 4, 2021.

8.32.6. Roseanne Aburto, Nursing Lab Support Assistant, effective October 22, 2021.

8.32.7. Marcy Almanza, Radio Operator/Dispatcher (Part-Time), effective October 17, 2021.

8.32.8. Anita Akpan, Adjunct Instructor, Nursing, effective October 22, 2021,

8.33. Approval of Teminations

8.33.1. Sonia Perez, Academic Advisor STEM, effective October 15, 2021.

8.33.2. Tisha Loomis, General Tutor, effective October 6, 2021.

8.34. Approval of Retirement

8.34.1. William J. Behling, Adjunct Instructor, Business, effective December 31, 2021.

9. Adjournment

Trustee Grazzini made a motion adjourned the regular meeting of the Board.

Trustee Branks seconded the motion

Ayes: Trustees, Reitz, Martinucci, Collazo, Banks, Grazzini, Hernandez, Montiel

Nays: None      Absent: None

The meeting was adjourned at 12:01 p.m.

/s/ Frances Reitz  
Board Chair

/s/ Jose Collazo  
Board Secretary